

S E C R E T

7 November 1955

MEMORANDUM FOR: All Staff and Division Chiefs, OL

SUBJECT: Continuity of Logistics Planning - Emergency
ActionsREFERENCES: (a) Memorandum from DCI, subj: "Wartime Mission
of CIA," dated 2 June 1955
(b) Memorandum from DD/S to SA/PC/DCI, subj:
"Report on Wartime Preparation by the
Elements of the DD/S," dated 12 July 1955

In order that the Office of Logistics be prepared to carry out its functions in the event of war, it is imperative that the planning for such an emergency be initiated immediately. Reference (a) states the Wartime Mission of CIA and reference (b) gives a report on the preparations already made by the elements of DD/S.

1. PURPOSE

To provide a coordinated list of emergency actions that would need to be taken in the event of an attack, by a foreign power, or the institution of full mobilization and to provide a procedure whereby such actions may be acted on quickly under emergency conditions.

2. BACKGROUND

As a result of the recent exercise "Operation Alert," it is obvious that much more attention need be given to the development of a well-defined program covering the emergency actions the Office of Logistics would have to take under such circumstances. During the exercise, it became apparent that communication problems would make impractical the transmission of lengthy documents on an emergency basis. Further, some of our requested actions may be based on securing Congressional authority and there is no guarantee that the Congress would be immediately available.

3. ACTION

a. In order that the Office of Logistics may be prepared to take emergency actions in the shortest possible time, it is

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requested that check lists be developed for all levels of this Office. These lists should be backed up by copies of implementing documents prepared, wherever possible, in final form for signature. In cases where the implementing document does not come within the scope of Public Law 110, 81st Congress, and it is considered that it should, an additional copy thereof should be prepared for the Office of General Counsel with a request that the necessary legislative action be initiated.

b. Information on each emergency action should be prepared in the simplest form possible (see suggested outline attached). The original and two copies of each form should be submitted to the Planning Staff for coordination within the Office of Logistics, and the securing of such approval as may be required from other departments, offices or agencies of the U. S. Government.

c. Generally, the actions to be reported on are those which will have to be taken within ten (10) days following M-Day or an attack.

d. The requested information should be forwarded to the Planning Staff on or before 1 December 1955. However, verbal and informal action may be submitted at any time. In order that the information may be maintained on a current basis, changes should be reported as they occur.

e. Except for the coordination and processing of emergency legislative matters, which is the responsibility of the Office of General Counsel, the Planning Staff will be responsible, (1) for reviewing the proposed actions; (2) for effecting whatever coordination is required between the various elements of the Office of Logistics and with outside agencies; (3) for making available, wherever possible, copies of the proposed implementing documents to the officials who would take final action under actual emergency conditions; (4) on the assumption that Congress might not be available, for restating in form for Presidential approval, those

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actions requiring Congressional approval; and (5) for developing with other agencies, through proper channels concerned, a system which will assure the expeditious approval of our emergency actions

f. As an interim procedure, those who participated in "Operation Alert" on 15 June 1955, or their alternates will be held responsible for performances of the same duties in the event of future alerts.

/s/ James A. Garrison

JAMES A. GARRISON

Enclosures:

1. Ref. (a)
2. Ref. (b)
3. Suggested Outline, "Emergency Action Statement"

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OL/PS/PPB:TMD:hm (26 October 1955)

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